

**Candidate profile**

<b>Designation</b>	Project Manager
<b>No. of Positions</b>	1
<b>Location</b>	Vadodara, Gujarat
<b>Qualification</b>	B Sc/ BE/ B Tech in Computer Science or BCA or MCA or MBA
<b>Experience range</b>	Between 7 - 10 Years, Min 2-4 years work experience in E-Gov portal development/ E- Municipality / E-District/Smart city ERP projects. <b>Experience of working on large scale system integration projects in the municipal domain will be added advantage.</b>
<b>Critical skills required</b>	Research & analysis, Planning & estimation, Documentation, Project implementation, Written and verbal communication, Presentation, Client handling, Coordination, and Leadership potential.
<b>Cost to company</b>	Best in the Industry

**Roles & Responsibilities:**

1	Research & Requirements Elicitation: Overall development of Property Tax & Water module including citizen and departmental process.
2	Preparing the Specification Document - SRS (FRD,BRD, BPR, Information architecture).
3	Explaining Requirements to Developers - Provide understanding to development team for the development of application workflow, information architecture etc.
4	Prepare task list of module/sub module.
5	Assign tasks to team members with time estimation.
6	Escalate to immediate reporting if delay in development or task completion vs. estimation.
7	Change management - Provide understanding to development team to incorporate the feedbacks or suggestions provided by client.
8	Proper integration of third party modules.
9	Completion of data migration activity in coordination with client and internal team.
10	Stakeholder/Vendor coordination for integration.
11	Test and review proper functioning of module.
12	Completion of module as per estimation in project plan.
13	Demonstration to client and conducting UAT.
14	Training and support to the end user.
15	Participate in Go-Live readiness.
16	Change request management.

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Contribution to comply and improve QMS process performance in assigned project(s).

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